

State of Arizona Acupuncture Board of Examiners

1400 West Washington, Suite 230, Phoenix, Arizona 85007

(602) 542-3095 FAX (602) 542-3093

Application for Continuing Education Course

Your request must be submitted at least 45 days before course if offered.

To be approved by the Board, a continuing education course shall:

- 1. Be related to the knowledge or technical skill required to practice acupuncture, or**
- 2. Be related to direct or indirect acupuncture patient care, including practice management or medical ethics, or Chinese language; and**
- 3. Include a method by which the course participants evaluate:**
 - a. The extent of which the course met its stated objective(s);**
 - b. The adequacy of the instructor's knowledge of the course subject;**
 - c. The use of appropriate teaching methods, and**
 - d. The applicability or usefulness of the course information.**
- 4. Provide continuing education participants with a certificate of attendance in accordance with R4-8-206 (D).**

To be approved by the Board, the following documents are required:

- 1. Curriculum vitae of the continuing education instructor;**
- 2. Objective of the course;**
- 3. Detailed outline of the course;**
- 4. Agenda for the course showing the hours of instruction and the subject matter taught during each hour;**
- 5. Method by which course participants will evaluate the course;**
- 6. Copy of the Certificate of Attendance to be provided to course participants.**

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| Course Title: | |
| Provider's Name: | |
| Mailing Address, City, State, Zip Code: | |
| Telephone & Fax Number(s): | |
| Contact Person: | |
| Date course is to be offered: | |
| Time course is to be offered: | |
| Location of course: | |
| Subject matter of the course: | |
| Method of instruction: | |
| Number of Continuing Education hours requested: | |